



CERTIFICATE of RECOGNITION

By virtue of the authority vested by the Constitution in the Governor of the Commonwealth of Virginia, there is hereby officially recognized:

RECORDS MANAGEMENT MONTH

WHEREAS, records and information management is critical to the efficient operation of government; and

WHEREAS, records and information managers play an important role in ensuring organizational effectiveness; and

WHEREAS, The Library of Virginia is the reference library at the seat of government and the official archives of the Commonwealth of Virginia, and under the authority of the Virginia Public Records Act is responsible for ensuring that public records are maintained and available throughout their life cycle; and

WHEREAS, a successful records management program assures the accessibility of information as a foundation for rational decision making and implementation of strategic planning, safeguards archival records, and provides security and control against loss; and

WHEREAS, control of records and information is necessary for reduction of risk and liability as well as for compliance with global standards; and

WHEREAS, technology is increasing the amount of information, and globalization is expanding the complexity of information, therefore, the proper management of information is essential; and

WHEREAS, The Library of Virginia supports localities and state agencies with the efficient and economical management of their public records by publishing Records Retention & Disposition Schedules, presenting workshops, monitoring the disposal of non-permanent records, and assisting with the transfer of permanent records to the Archives;

NOW, THEREFORE, I, Robert F. McDonnell, do hereby recognize April 2013 as **RECORDS MANAGEMENT MONTH** in our **COMMONWEALTH OF VIRGINIA**, and I call this observance to the attention of our citizens.




Governor


Secretary of the Commonwealth